SHARP

ELECTRONIC ORGANIZER

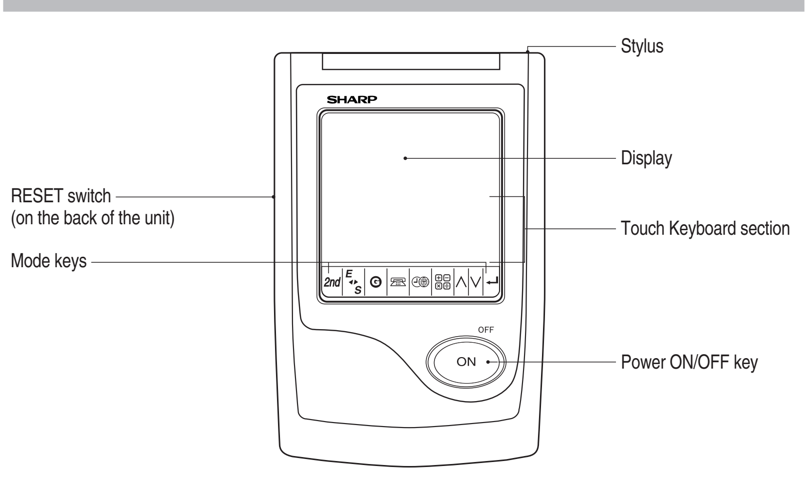
YO-P5A

OPERATION MANUAL

NOTICE

- SHARP strongly recommends that separate permanent written records be kept of all important data. Data may be lost or altered in virtually any electronic memory product under certain circumstances. Therefore, SHARP assumes no responsibility for data lost or otherwise rendered unusable whether as a result of improper use, repairs, defects, battery replacement, use after the specified battery life has expired, or any other cause.
- SHARP assumes no responsibility, directly or indirectly, for financial losses or claims from third persons resulting from the use of this product and any of its functions, such as stolen credit card numbers, loss or alteration of stored data, etc.
- The information provided in this manual is subject to change without notice.

Part Names



Key Assignments

- 2nd — 2nd Function key: Activates the second function specifically assigned to the next key tapped.
- ([E◄►S]): English-Spanish word translator mode key
- ([GAME]): Game mode key
- ([TEL/SCHED/MEMO]): Telephone/Schedule/Memo mode key
- ([CLOCK]): Home Clock/World Clock mode key
- ([CALC/CONV]): Calculation/Conversion mode key
- ([⋀] [⋁]): Search keys
- ([ENTER]): Enter key

• In this manual, these Mode keys are represented with icons in parentheses.

Using the Organizer for the First Time

Be sure to perform the following operations before using the Organizer for the first time.

1. Remove the isolating film that is affixed to the battery holder on the back of the unit.
2. Press the RESET switch with a stylus. "RESET?" is displayed.
3. Tap [2nd], then [ENTER] to initialize the Organizer. After "RESET!" is displayed, Home clock is displayed. (See "Clock Mode".) You have now cleared the memory contents.

NOTES

- If the Organizer is subject to strong, extraneous electrical noises or shocks during use, an abnormal condition may occur in which no keys (including [OFF ON]) will respond. Press the RESET switch, tap [2nd], then [ENTER] to delete all the memory contents.
- To minimize battery consumption, the Organizer is designed to automatically turn off when no key has been tapped for approximately 7 minutes.
- The key touch tone is turned on and off by tapping [CLOCK] [MENU], select "KEY TONE" using [⋀] or [⋁], and tap [ENTER]. Select ON/OFF using [⋀] or [⋁], then tap [ENTER]. When the tone is activated, "✓" will appear.

Changing the Guidance Language

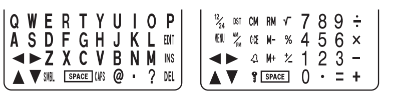
Guidance messages can be displayed in 5 languages – English, Italian, German, French, and Spanish. After initializing the Organizer, the default setting is English.

To change the language, tap [CLOCK] [MENU], select "LANGUAGE" using [▲] or [▼], and tap [ENTER]. Select the desired language using [⋀] or [⋁], then tap [ENTER].

Entering Characters

Touch Keyboard

Alphabet entry mode   Number entry mode



- Each time [2nd] is tapped, the touch keyboard switches between the Alphabet entry mode and the Number entry mode.
  To tap the touch keys, use the attached stylus.
- Tap towards the center of each key.
- Numbers, alphanumeric letters, symbols, and "+ − × ÷ ." can be entered into the dot display area (the 1st line).
- Numbers and some characters (only space, –, F, and P in Telephone mode) can be entered into the number display area (the 2nd and the 3rd lines).
- Letters are entered in capital letters ("CAPS" is turned on). To enter lowercase letters, tap [CAPS] to turn "CAPS" off.

Entering symbols and letters with an accent mark

- To enter a symbol, tap [SMBL] repeatedly until the desired symbol appears:

@#$£¥€( )~': /_&<>ß!?¡¿æµ¢

- To enter a letter with an accent mark, tap the relevant key shown below repeatedly after tapping [SMBL].

(Key)	(CAPS ON)	(CAPS OFF)	(Key)	(CAPS ON)	(CAPS OFF)
A	Á À Ä Â Ã Å	á à ä â ã å	O	Ó Ò Ö Ô Õ	ó ò ö ô õ
E	É È Ë Ê	é è ë ê ě	N	Ň Ñ	ñ
Y	Ý	ý ÿ	C	Ç	Ç
U	Ú Ù Ü Û	ú ù ü û	S	Š	Š
I	Í Ì Ï Î	í ì ï î			

- Activate "CAPS" on to enter capitalized letters.

Making corrections

Move the cursor to the character to be corrected.
Enter the correct character to replace the previous one.

Cursor

The cursor (_) indicates the position for entering a character. Move the cursor with the cursor keys ([►] [◄] [▲] [▼]).

Inserting characters

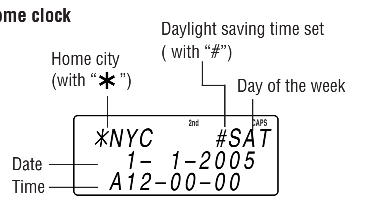
Each time [INS] is tapped, a space is inserted at the cursor position to allow character entry.

Deleting characters

Tap [DEL] to delete the character at the cursor position.
Tap [C•CE] to clear all the characters you have entered and yet to be stored.

Clock Mode

Home clock



Each time [CLOCK] is tapped, the clock switches between the Home clock and the World clock mode.
(For World clock, "✱" is not displayed.)

1. Before setting the clock

- The default setting for the date is "MM/DD/YYYY" (month-day-year). To change the setting to "YYYY/MM/DD" (year-month-day) or "DD/MM/YYYY" (day-month-year):
  1. Tap [CLOCK] once or twice to display the Home clock (with "✱").
  2. Tap [MENU], select "DATE SET" by using [▲] or [▼], and tap [ENTER].
  3. Tap [⋀] or [⋁] to select the desired type.
  4. Tap [ENTER] to store the new setting.
- To change the 12-hour clock to the 24-hour clock, tap [12/24] ("A" or "P" is cleared). Each time [12/24] is tapped, the clock switches.
- For daylight saving time/summer time, tap [DST] in advance ("#" is displayed on the left side of the day of the week).

2. Setting the clock

1. Tap [CLOCK] once or twice to display the Home clock (with "✱").
2. Tap [2nd] [EDIT] to start setting.
   The cursor starts to flash on the city name.
3. Tap [⋀] or [⋁] to select the desired time zone. (Refer to the list of cities described below.)
   - Enter the city name, if needed (6 characters or under). Only one changed name for Home clock can be stored.
4. Tap [▼] to move the cursor to the month.
5. Enter the month, the day, and the year (4 digits).
   - The built-in calendar extends from January 1st, 1901, to December 31st, 2098.
6. Tap [AM/PM] to select "A" (morning) or "P" (afternoon) for the 12-hour clock.
7. Enter the time (hours and minutes).
   Note: P12-00: noon, A12-00: midnight
8. Tap [ENTER]. The clock starts from "00" seconds.

Notes

- To enter a single-digit date or time, enter "0" and the digit (e.g. "02").
- If you enter an invalid date or time, "ERROR!" appears briefly. Enter the correct date and time and tap [ENTER].

Zone No.	Display	City	Zone No.	Display	City
0	TNG	TONGA	10	MOW	MOSCOW
1	WLG	WELLINGTON	11	CAI	CAIRO
2	NOU	NOUMEA	12	PAR	PARIS
3	SYD	SYDNEY	13	LON	LONDON
3.3	ADL	ADELAIDE	14	AZO	AZORES ISLANDS
4	TYO	TOKYO	15	–2H	2hrs behind LON
5	HKG	HONG KONG	16	RIO	RIO DE JANEIRO
6	BKK	BANGKOK	17	CCS	CARACAS
6.3	RGN	YANGON	18	NYC	NEW YORK
7	DAC	DHAKA	19	CHI	CHICAGO
7.3	DEL	NEW DELHI	20	DEN	DENVER
8	KHI	KARACHI	21	LAX	LOS ANGELES
8.3	KBL	KABUL	22	ANC	ANCHORAGE
9	DXB	DUBAI	23	HNL	HONOLULU
9.3	THR	TEHRAN	24	MID	MIDWAY

3. Using World clock

1. Tap [CLOCK] once or twice to display the World clock (without "✱").
2. Tap [⋀] or [⋁] to select the desired city.

4. Changing the cities between Home and World clocks

You can change the home city for a city in another time zone without adjusting the stored correct time.

1. Tap [CLOCK] once or twice to display the World clock (without "✱").
2. Tap [⋀] or [⋁] and select the desired city to be set as the new home city.
3. Tap [2nd] [EDIT] to change the cities between Home and World clocks.
   - The previous home city is now set as the world city (without "✱").
4. Tap [CLOCK] to check the home city.
   - The selected city in step 2 is set as the home city (with "✱").
5. Tap [CLOCK] to recheck the world city, and tap [⋀] or [⋁] to select the new world city, if needed.

5. Setting daylight saving time (DST: summer time)

1. Tap [CLOCK] once or twice to display the Home or the World clock.
2. Tap [DST].
   "#" is displayed. The time is set 1 hour ahead. To clear DST, tap [DST] to clear "#". The time is set 1 hour behind.

Notes

- DST can be set independently in either Home or World clock.
- When DST is set for one world city, it is used for all cities displayed in World clock.

6. Setting alarms

The Organizer has 3 types of alarms:

1. Daily alarm .... beeps every day at the alarm time (for 1 minute), when "((•))" is turned on.
2. Hourly alarm .... beeps every hour when minutes reach "00", when "🔔" is turned on.
3. Schedule alarm .... beeps at the time for all the schedule entries (for 1 minute), when "▤))" is turned on. (Refer to "Schedule Mode".)

Tap any key to stop the alarm beeping.

Setting/Changing the daily alarm time

1. Tap [CLOCK] once or twice to display Home clock (with "✱").
2. Tap 🔔 to display the daily alarm screen.
   (The display differs between the 12-hour and 24-hour clock.)

   ALARM
   A12–00

3. Tap [2nd] [EDIT].
4. Enter the time.
5. Tap [ENTER].
   - The daily alarm time is set.

Turning the alarms on and off

An alarm sounds only when the respective symbol (((•)), 🔔, or ▤))) is turned on.
Display Home clock (tap [CLOCK] once or twice) and tap 🔔 to display the daily alarm screen.
Each time you tap 🔔 while the daily alarm screen is displayed, the combination of symbols switches.

Note

- Alarms sound even when the Organizer is turned off.

Telephone Mode

Telephone mode is composed of two directions of storage memory. Tap [TEL/SCHED/MEMO] to select "1" and "2" on the display.
Use these files for convenience, e.g. business and private files.
A telephone entry consists of name, address, E-mail address, web address (URL) and number fields.

Storing telephone entries

1. Tap [TEL/SCHED/MEMO] several times to display the Telephone mode screen.

   NAME?

2. Enter name, e.g. **SMITH** [SPACE] **ROBERT**, and tap [ENTER].
3. Enter address, e.g. [2nd] **18** [SPACE] [2nd] **EAST** [SPACE] **ROAD**, and tap [ENTER].
4. Enter E-mail address, e.g. **SROB** [SMBL] [►] (to enter " @ ") **SHARPSEC.COM**, and tap [ENTER].

   harpsec.com_

   - The E-mail address is automatically entered in lowercase letters.
   - To enter " @ ", simply tap [@] instead of [SMBL].
5. Enter web address (URL), e.g. **WWW.SHARPUSA.COM**, and tap [ENTER].
6. Enter phone number, and fax number if needed, e.g. **012-3456-7890** [▼] [2nd] **F** [SPACE] [SPACE] [SPACE] [2nd] **3456-7891**, and tap [ENTER].

   NUMBER?
   2–3456–7890
   3456–7891_

- "STORED!" appears briefly, then the Telephone mode screen is displayed. The telephone entry is now stored.

Field	Number of characters	Allowable characters
The 1st line: Name, address, E-mail address and web address (URL)	36 characters or under	Alphabetic letters, numbers, symbols, "+ − × ÷ .", space
The 2nd and the 3rd lines: Phone number		Numbers, space, –, F (Fax), P (Pager)

Notes

- The symbol "NAME", "ADDRESS", "E-mail", or "URL" is turned on while entering in each field.
- To skip entry of an address, E-mail address, web address (URL), or number, tap [ENTER] when "ADDRESS?", "E-MAIL?", "URL?", or "NUMBER?" is displayed. However, entry must be made at the "NAME?" field.

Schedule Mode

Schedule mode is used for storing schedule details (36 characters or under), date and time (year, month, day, hour, and minute).
In the 1st line the same characters are allowable as in Telephone mode.

1. Storing schedule entries

1. Tap [TEL/SCHED/MEMO] several times to display the Schedule mode screen.

   SCHEDULE?

2. Enter the details and tap [ENTER].
3. Enter the date and time.
   - The types of date and time are the same as the types set for the clock.
   - To enter a single-digit date or time, enter "0" and the digit (e.g. "O2").
4. Tap [ENTER] to store in the memory.

Notes

- Schedules for the following dates can be stored: January 1901 to December 2098.
- If an attempt is made to store an entry without a date or time, or with an invalid date or time, "ERROR!" appears briefly. Enter the correct date and time and tap [ENTER].

2. Alarm for Schedule mode

When the schedule alarm ("▤))") is turned on, it is set for all the schedule entries. Beeping sounds for 1 minute when the time for a schedule entry is reached. Tap any key to stop the alarm. The schedule alarm cannot be set for an individual entry.

Memo Mode

Notes or other pieces of information that are not appropriate for Telephone or Schedule mode can be entered for convenience.
In the 1st line the same characters are allowable as in Telephone mode. In the 2nd and the 3rd lines you can enter numbers, –, and space. (36 characters or under can be entered in each line.)

Storing memo entries

1. Tap [TEL/SCHED/MEMO] several times to display the Memo mode screen.

   MEMO?

2. Enter the memo item and numbers.
   E.g. **UNION** [SPACE] **BANK** [ENTER] **01** [▼] **272-0011223**

   UNION BANK
   01
   272–0011223_

3. Tap [ENTER] to store in the memory.

Notes for storing and recalling entries

- When the memory is full, "MEMORY FULL!" appears briefly, and the entry cannot be stored.
- When several entries exist, "►" or "◄" appears, more information exists. Tap [►] or [◄] to switch the display.

Checking details of entries in Telephone mode

- To display each field on the 1st line, follow the symbol "▼" or "▲" and tap [▼] or [▲]. (The symbol above the 1st line shows each field.)
- Tap and hold [►] to start the auto scroll on the 1st line. Tap [►] again to stop or restart the scroll. Tap [C•CE] to quit the auto scroll.

Recalling entries – Telephone, Schedule, Memo –

Tap the desired mode key first.

[⋁] : Recalls entries in forward order

[⋀] : Recalls entries in reverse order

Sequential search

Tap [⋁] or [⋀] in each mode.

Direct search

- Enter the first characters (8 characters or under) of the person's name, schedule details, or memo item, and tap [⋁] or [⋀].
  Tap [⋁] or [⋀] then, to continue performing a direct search.

Sorting order

- Telephone and memo entries are stored by the first character of the person's name or memo item in the following order (case sensitive):

  space numbers (0 to 9) letters (A, a to Z, z)
  @ # $ £ ¥ € ( ) ~ ' : / \ _ & < > ß ! ? ¡ ¿ æ µ ¢
  + − × ÷ . Á À Ä Â Ã Å á à ä â ã å É È Ë Ê é è ë ê ě
  Í Ì Ï Î í ì ï î Ó Ò Ö Ô Õ ó ò ö ô õ ñ Ň Ñ
  Ú Ù Ü Û ú ù ü û Š Ý ý ÿ Ç

- Schedule entries are stored by date and time.

Note

- When there is no (further or relevant) entry to be recalled, "NOT FOUND!" appears briefly, and the display returns to the mode screen.

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Editing or deleting entries – Telephone, Schedule, Memo –

Editing

1. Recall the entry to be edited.
2. Tap [EDIT]. The cursor starts to flash.
   - In Telephone mode tap [ENTER] several times to display each field (the address field and so on).
3. Tap [▶], [◀], [▲], or [▼] to move the cursor to the position to be edited.
4. Enter, insert, or delete characters (refer to "Entering Characters").
   - To cancel editing, tap [C•CE].
5. Tap [ENTER] several times (until "STORED!" appears briefly) to finish editing and to store the entry.

Deleting

1. Recall the entry to be deleted.
2. Tap [DEL].
   - "DELETE?" is displayed.
   - To cancel the deletion operation, tap [2nd].
3. Tap [ENTER] to delete the entry.

Calculator Mode

The Organizer can calculate numbers of up to 10 digits. Tap [CALC/CONV] several times to display the Calculator mode screen (Calculator → Currency conversion → Unit conversion → Calculator...).

Display: 0.

Calculation

Be sure to tap [C•CE], [C•CE], and [CM] to clear the display and memory before performing a calculation.

Note

- When (+), (–), (×), or (÷) is tapped, the respective symbol, +, –, ×, or ÷ is displayed. (In the examples in this manual, these symbols are not described.)

If an error occurs

If the calculation result or the integer section in the numerical value in the memory exceeds 10 digits or if a number is divided by zero (0), an error occurs ("ERR" is displayed).

Calculation examples

Example	Operation	Display
(–24+2)÷4=–5.5	[C•CE] (–) 24 (+) 2 (÷) 4 (=)	**–5.5**
34+57=91	34 (+) 57 (=)	**91.**
45+57=102	45 (=)	**102.**
	(The addend becomes a constant.)	
68×25=1700	68 (×) 25 (=)	**1700.**
68×40=2720	40 (=)	**2720.**
	(The multiplicand becomes a constant.)	
200×10%=20	200 (×) 10 [%]	**20.**
9÷36=25%	9 (÷) 36 [%]	**25.**
200+(200×10%)=220	200 (+) 10 [%]	**220.**
500–(500×20%)=400	500 (–) 20 [%]	**400.**
$4^6=(4^3)^2=4096$	4 (×) (=) (=) (×) (=)	**4096.**
1/8=0.125	8 (÷) (=)	**0.125**
25×5= 125	[CM] 25 (×) 5 [M+]	M **125.**
–) 84÷3= 28	84 (÷) 3 [M–]	M **28.**
+) 68+17= 85	68 (+) 17 [M+]	M **85.**
182	[RM]	M **182.**
$\sqrt{25-9}=4$	25 (–) 9 (=) [√]	**4.**
1234567890×145	1234567890 (×) 145 (=)	ERR
=179012344050		**17.90123440**
	[C•CE]	**17.90123440**
	(17.90123440×10^{10}=179012344000)	

Currency/Unit Conversion Mode

1. Setting a currency rate

1. Tap [CALC/CONV] several times to display the currency conversion mode screen (refer to "Calculator mode").
   Example: 1 CAD (Canada dollars) = 0.66 USD (US dollars)

   Display: EURO –> USD / 0.
2. Tap [▽] [▽] [▽] to change the display and tap [2nd] [EDIT]. The initial character of "CAD" starts to flash.
   - You can change each currency name by entering characters (up to 4 in each) and using [▶], if needed.
3. Tap [ENTER]. "0" starts to flash.
4. Enter the rate (up to 10 digits).
   0.66

   Display: CAD –> USD / 0.66
5. Tap [ENTER] to store in the memory.

2. Converting currency/unit

You need to set the conversion rate before making the currency conversion.

Example: Convert 500 CAD into USD using the rate that you have set.

1. Display the screen: "CAD → USD".
2. Enter the value to be converted.
   500
3. Tap [▶] to convert CAD into USD.

   Display: CAD –> USD / 330.
   - To convert in reverse order (e.g. 200 USD into CAD), enter **200** and tap [◀].
   - You can use the unit conversion in the same manner. You cannot change the units or the rates for units.
   - The conversion result may have a slight error as a result of rounding off the number (e.g. up to 2 decimal places for currency conversions). Use the conversion result for reference.

Game Mode

Tap [GAME] to play the game "BLACKJACK".

Each time [GAME] is tapped, the display switches between "ALPHA ATTACK" and "BLACKJACK".

BLACKJACK (Twenty-one)

Make your "hand" (the total of the numbers on the cards) as close to 21, without going over 21.

1. Tap [GAME] to display the following Game mode screen.

   Display: BLACKJACK / 30 (Your chips)
2. Tap [ENTER] to start a game.
   The left 2 cards are dealt for you. (One card is faced up and the other is faced down.)
3. Agree the left-displayed maximum bet (up to 10) or enter fewer bet. Tapping [▶] also can bet to the maximum.
4. Tap [SPACE] to see your hand.
   Each time [SPACE] is tapped, a new card is dealt.

   Display: J28 ▇4 / 10 20 (Your hand, The dealer's hand, Your bet, Your chips)
   - "J", "Q", and "K" are counted as 10.
   - "A" can be counted as 1 or 11.
   - When the first 2 cards are "A" and a face card ("J", "Q", or "K"), your hand is "BLACKJACK".
5. Tap [ENTER] to stop being dealt and hold your hand. The dealer's hand and the results are displayed.

   Display: J28 32K4 / 20 19 / 20 20 (Your total, The dealer's total, Your bet, Your chips)
   - When you win, your total flashes and your bet is doubled.
   - When you win with "BLACKJACK", your bet is tripled.
6. Tap [ENTER] and display the Game mode screen.
   - When you have no more chips to bet, the game is over.
   - To quit the game, tap [C•CE] or any mode key. Your chips are stored for the next time.
   - To return your chips to 30, tap [2nd] [DEL] and [ENTER] on the Game mode screen.

ALPHA ATTACK

Type in characters (A to Z) displayed on the 1st line to clear them. 20 levels of speed are available.

1. Tap [GAME] to display the following Game mode screen.

   Display: ALPHA ATTACK / 01 (Level)
2. Enter the level number (2 digits from 01 to 20).
   - 01: slow, 20: fast
3. Tap [ENTER] to start a game.

   Display: EYKW / 01
4. Tap the same key as the first character at the left end of the 1st line. (In this case, tap keys in the order: E → Y → K → W.)
   - Tapping the correct key in the correct order deletes the character.
   - When 12 characters are displayed in each level, the game continues in the faster level (up to 20).
   - When no more characters can be displayed, the game is over. The Game mode screen with the level when the game is over is displayed.

Word Translator Mode

The Organizer offers an English-Spanish bi-directional word translation function.

1. Tap [E◂▸S] to enter the English → Spanish translation mode.

   Display: ENG –> SPA

   Tap [E◂▸S] twice (or [E◂▸S] then [◀]) to enter Spanish → English mode.
2. Enter the desired source word and tap [ENTER].
   "English…" or "Spanish…" is displayed while conducting search. The matching English or Spanish word will then be displayed.
   - When the symbol "►" appears, more letters exist. To view remaining letters of long words that cannot be accommodated on the screen, use [▶] to scroll right.
   - If there is no matching word, "NOT FOUND!" is displayed. The word next in alphabetical order will then be displayed.
   - Tap [△] or [▽] to scroll through word list, or edit entry using the keyboard, and tap [ENTER] for another search.
   - Tap [◀] or [▶] to return to the source word.

Caution

- Spanish words stored in this device are those of Spain.
- Only the masculine form of the noun will be displayed for nouns with both masculine and feminine forms.
- Sometimes, two identical words will appear in the word list.
- Enter European characters and spaces correctly. Otherwise, the unit may not be able to complete the search.

Memory Storage

1. Checking memory storage

1. Tap [TEL/SCHED/MEMO] several times to display "NAME?", "SCHEDULE?", or "MEMO?".
2. Tap [2nd] [MENU], select "MEMORY CHECK" by using [▲] or [▼], and tap [ENTER]. The number of remaining bytes is displayed briefly.

   Display: FREE % / 99

Notes

- The Organizer can store up to 34070 bytes in the memory (excluding the Calculator mode memory).
- One byte is required per character (in the 1st line) for telephone, schedule, and memo entries.
- One byte is required for 2 digits in the number part (in the 2nd and the 3rd lines) of telephone and memo entries. (When there is an odd number of digits in a number entry, the last digit occupies 1 byte.)
- In addition to the memory size for characters (in the 1st line) and numbers (in the 2nd and the 3rd lines), each entry requires the following memory size:
  Telephone entry .... 6 bytes
  Schedule entry .... 8 bytes (including date and time)
  Memo entry .... 3 bytes

2. Deleting all the memory contents

Perform steps 2 and 3 as described in the section, "Using the Organizer for the First Time".

- To cancel the deletion operation, tap any key EXCEPT FOR [2nd] [ENTER] in step 3.

Secret Function

1. Registering a password and storing secret entries

Up to 6 characters can be registered as the password.

- One password is valid for Telephone, Schedule, and Memo modes.

If the password is forgotten, you cannot delete the password only. You have to delete all the memory contents. (Perform steps 2 and 3 as described in the section, "Using the Organizer for the First Time".) As a safeguard, make a written record of the password.

Registering a password

1. Tap [TEL/SCHED/MEMO] several times to display "NAME?", "SCHEDULE?", or "MEMO?".
2. Tap [2nd] [🔑].

   Display: PASSWORD?
3. Enter the password (case sensitive), e.g. **ABC**.
4. Tap [🔑] to register it.
   - The display returns to the screen in step 1 with the symbol "🔑".
   - If "ERROR!" appears briefly, a password has already been registered. Enter the correct password or delete the password and all the memory contents.
5. Tap [2nd] [🔑] to turn Secret function on. "🔑" disappears.

Storing secret entries

1. Enter characters in Telephone, Schedule, or Memo mode when "🔑" is not displayed (Secret function is on).
   - When "🔑" is displayed, tap [🔑] [🔑] to turn Secret function on.
2. Tap [🔑] before tapping [ENTER] to store. "🔑" appears.
3. Tap [ENTER] to store a secret entry in the memory.
   - "STORED!" appears briefly, and the display returns to the mode screen without "🔑" (Secret function is on).
   - You cannot display the secret entry until you turn Secret function off.

2. Turning Secret function on and off

When Secret function is on, "🔑" is not displayed.
- You can display, edit, or delete entries except secret entries.
- You can enter new entries as secret or non-secret entries.

When Secret function is off, "🔑" is displayed.
- You can display, edit, or delete secret entries only. (You cannot display non-secret entries.)
- You cannot enter a new entry.

Turning Secret function off

1. Tap [TEL/SCHED/MEMO] and check that "🔑" is not displayed.
2. Tap [2nd] [🔑]. "PASSWORD?" is displayed.
3. Enter the password and tap [🔑].
   - "🔑" is displayed and you can display secret entries.
   - If you enter an incorrect password, "ERROR!" appears briefly. Follow the above steps and enter the correct password.
   - Even when Secret function is turned off, it will be automatically turned on ("🔑" will disappear):
     A) when [GAME], [CLOCK], or [CALC/CONV] is tapped,
     or B) after the power is turned off manually or automatically.

Turning Secret function on

1. Tap [TEL/SCHED/MEMO] and check that "🔑" is displayed.
2. Tap [2nd] [🔑].
   The password is displayed. Memorize it again.
3. Tap [🔑] again.
   "🔑" disappears and you cannot display secret entries.

3. Changing the password

1. Turn Secret function off ("🔑" appears).
2. Tap [2nd] [🔑]. The password is displayed.
3. Tap [2nd] [EDIT].
   The initial character of the password starts to flash.
4. Enter, or edit characters and make a new password.
5. Tap [🔑]. The new password is now registered.

Caring for Your Organizer

- Do not carry the Organizer in the back pocket of slacks or trousers.
- Do not drop the Organizer or apply excessive force to it.
- Do not subject the Organizer to extreme temperatures.
- Since this product is not waterproof, do not use it or store it where fluids can splash onto it.
- Clean only with a soft, dry cloth.
- Use only a SHARP approved service facility.

Replacing Battery

Battery used

Type	Model	Quantity
Lithium battery	CR2032	1

- *Improper battery replacement may cause change or loss of the memory contents.*
- *Be sure to write down any important information stored in the memory before replacing the battery.*
- *Make sure the power is turned off before replacing the battery.*
- *Do not press [OFF/ON] until the battery replacement procedure is completed.*

1. Precautions

Since improper use of the battery may cause leakage or explosion, strictly observe the following instructions.

- Insert the battery with the positive side (+) correctly facing up.
- Never throw the battery into a fire because it might explode.
- Keep the battery out of the reach of children.

Because the battery in the Organizer was installed at the factory, it may become depleted before the specified expiration time is reached.

2. Battery replacement

If the display becomes dim and difficult to read, immediately replace the battery with a new one. Continued use of the Organizer with an exhausted battery can alter or clear the memory contents.

- Complete the replacement of the battery within 1 minute, otherwise all the memory contents may be cleared.

1. Press [OFF/ON] to turn the power off.
2. Loosen the screw and remove the battery holder cover on the back of the unit.
3. Remove the exhausted battery by prying it out with a stylus. (Fig. 1)
4. Install a new battery with the positive side (+) facing up into the battery holder. (Fig. 2)
5. Replace the holder cover and secure it with the screw.
6. Press [OFF/ON] to turn the power on.
   - If nothing appears on the display, press the RESET switch and tap [V].
   - Do not tap [2nd] and [ENTER]. This key sequence will clear all the memory contents.
7. Set the clock.

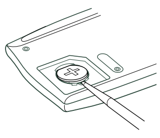


Fig. 1

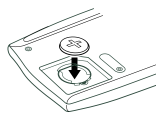


Fig. 2

Specifications

- **Model:** YO-P5A
- **Product name:** Electronic Organizer
- **Display:** 3 lines of 12 digits
- **Memory capacity:** 48 KB Equivalent*
- **Clock mode:**
  Accuracy: ± 60 seconds/month at 25°C/77°F
  Display: Year, month, day, day of the week, hour, minute, second, AM/PM
  Clock function: 12-hour/24-hour format (switchable), 3 kinds of date type (switchable), world clock function, daylight saving time (summer time) display, daily alarm, hourly alarm
- **Telephone mode:** Entering and recalling of telephone entry (name, address, E-mail address, phone number, and web address (URL))
- **Schedule mode:** Entering and recalling of schedule entry (details, year, month, day, hour, and minute), schedule alarm
- **Memo mode:** Entering and recalling of memo entry
- **Calculator mode:** 10 digits (with calculation status symbols), arithmetic calculations, percentage, square root, memory calculation, etc.
- **Currency/unit conversion mode:** 5 types of currency conversion (editable) and 9 types of unit conversion
- **Game mode:** 2 games
- **Word Translator mode:** Approx. 2400 words
- **Power consumption:** 0.003 W
- **Operating temperature:** 0°C to 40°C (32°F to 104°F)
- **Power supply:** 3V ⎓ (DC), lithium battery CR2032 × 1
- **Auto-power off:** Approx. 7 minutes
- **Battery life:** Approx. 2 years at ambient temperature of 25°C/77°F, assuming the following daily use: 30 minutes display, alarm sounding for 20 seconds and key tone turned on/off 100 times.
- **Weight** (including battery): Approx. 72g (0.15 lb.)
- **Dimensions:** 64 mm (W) × 94 mm (D) × 14.3 mm (H) 2-17/32" (W) × 3-11/16" (D) × 9/16" (H)
- **Accessories:** 1 lithium battery (installed), operation manual, stylus

* Memory at 48KB Equivalent. Approx. 750 telephone names & numbers (name, telephone and fax number are 14 characters per entry) can be stored by using compression technology. (Compression Rate: Approx. 1.5:1)

LIMITED WARRANTY

SHARP ELECTRONICS CORPORATION warrants to the first consumer purchaser that this Sharp brand product (the "Product"), when shipped in its original container, will be free from defective workmanship and materials, and agrees that it will, at its option, either repair the defect or replace the defective Product or part thereof with a new or remanufactured equivalent at no charge to the purchaser for parts or labor for the period(s) set forth below.

This warranty does not apply to any appearance items of the Product nor to the additional excluded item(s) set forth below nor to any Product the exterior of which has been damaged or defaced, which has been subjected to improper voltage or other misuse, abnormal service or handling, or which has been altered or modified in design or construction.

In order to enforce the rights under this limited warranty, the purchaser should follow the steps set forth below and provide proof of purchase to the servicer.

The limited warranty described herein is in addition to whatever implied warranties may be granted to purchasers by law. ALL IMPLIED WARRANTIES INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR USE ARE LIMITED TO THE PERIOD(S) FROM THE DATE OF PURCHASE SET FORTH BELOW. Some states do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you.

Neither the sales personnel of the seller nor any other person is authorized to make any warranties other than those described herein, or to extend the duration of any warranties beyond the time period described herein on behalf of Sharp.

The warranties described herein shall be the sole and exclusive warranties granted by Sharp and shall be the sole and exclusive remedy available to the purchaser. Correction of defects, in the manner and for the period of time described herein, shall constitute complete fulfillment of all liabilities and responsibilities of Sharp to the purchaser with respect to the Product, and shall constitute full satisfaction of all claims, whether based on contract, negligence, strict liability or otherwise.

In no event shall Sharp be liable, or in any way responsible, for any damages or defects in the Product which were caused by repairs or attempted repairs performed by anyone other than an authorized servicer. Nor shall Sharp be liable or in any way responsible for any incidental or consequential economic or property damage. Some states do not allow the exclusion of incidental or consequential damages, so the above exclusion may not apply to you.

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS. YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

Your Product :	Electronic Organizer
Warranty Period for this Product :	One (1) year parts and labor from date of purchase.
Additional Items Excluded from Warranty Coverage :	Any consumable items such as paper, maintenance cartridge, ink cartridges supplied with the Product or to any equipment or any hardware, software, firmware, fluorescent lamp, power cords, covers, rubber parts, or peripherals other than the Product.
Where to Obtain Service :	At a Sharp Authorized Servicer located in the United States. To find out the location of the nearest Sharp Authorized Servicer, call Sharp toll free at 1-800-BE-SHARP.
What to do to Obtain Service :	Ship (prepaid) or carry in your Product to a Sharp Authorized Servicer. Be sure to have proof of purchase available. If you ship or mail the Product, be sure it is packaged carefully.

TO OBTAIN SUPPLY, ACCESSORY OR PRODUCT INFORMATION, CALL **1-800-BE-SHARP**.

PRODUCT SUPPORT

If you have read the ORGANIZER operation manual, but you still require product support, you can:

Call Sharp Customer Assistance Center
630-378-3590
(7am to 7pm CST M-F)

Visit our Web Site
www.sharpusa.com

Send an E-mail
pdasupport@sharpsec.com

Write to our Customer Assistance Center
SHARP Electronics Corp.
Customer Assistance Center
Att: WIZARD HELP
1300 Naperville Drive
Romeoville, IL 60446

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